

At the Regular Meeting of the Greenville County Water and Sewer Authority, held on Tuesday, September 8, 2015, with Budget Session beginning at 3:30 P.M. and Regular Session beginning at the conclusion of the Board of Supervisors meeting, in the Board Room of the Greenville County Government Building, 1781 Greenville County Circle, Emporia, Virginia

Present: Michael W. Ferguson, Chairman
Dr. Margaret T. Lee, Vice-Chairman
James C. Vaughan
Peggy R. Wiley

Chairman Ferguson called the meeting to order at 3:30 P.M. in Budget Session. Supervisor Vaughan was absent during the budget session.

Mr. Moses Clements, Assistant Director and Superintendent of Public Works, addressed the Authority stating that he would be reviewing the FY2016 Operating and Capital Budget for the Water and Sewer Authority. He stated that the revenues and expenditures matched giving the Authority a balanced budget and the capital budget items were enumerated for their review.

Supervisor Ferguson asked what was entailed in the balanced budget as far as an increase in the Water and Sewer rates. Mr. Clements stated that he was pleased to inform the Authority that there was no increase in the rates for FY2016.

Mr. Whittington stated that when the revenues were compared to the expenditures for this fiscal year, there was about \$500,000 more in revenues than there were in expenditures. Supervisor Ferguson asked why. Mr. Whittington stated that that it was a result of good budgeting.

Mr. Clements reviewed the proposed operating and capital budget stating that the administration line item from the budget line for 2015 to the budget line for 2016 was an increase of about \$88,000 due to 1) a 4.5% increase for the employees and 2) a new position in administration. He stated that the proposed new administrative position would be to help with the large amount of projects that were on the horizon. He also stated that there was a little of over 21 miles of water and sewer projects that needed to be built within the next 18 to 20 months. He then stated that the reservoir and the new intake project were scheduled to be completed in the next 3-4 years.

Mrs. Brenda Parson reviewed the supplemental information referencing the job description for the new position with a proposed job title of Utility Projects Coordinator. She stated that the duties would consist of the items as mentioned by Mr. Clements. Mr. Clements stated that the position would make sure that the Authority remained in regulatory compliance on all water plants and wastewater plants. He stated that the new position must have a technical background to understand water treatment regulations and

the Department of Environmental Quality regulations associated with wastewater treatment. He also stated that the position would assist with construction activities and administration from funding to design to placing the facilities in operation. Mrs. Parson stated that the new position was already included in the budget.

Supervisor Ferguson asked when the budget would be recommended for approval. Mr. Whittington stated that approval would be requested at the next meeting.

Mrs. Parson stated that there was only one item included in the Capital Improvements Plan this year which was the water line extension for the 510Nano Project. She stated that there were no other capital additions.

Supervisor Ferguson recessed the meeting until the conclusion of the Board of Supervisors Closed Meeting.

Supervisor Ferguson reconvened the meeting in Closed Meeting.

In Re: Closed Session

Mr. Whittington, Director, stated that Staff recommended the Authority go into Closed Session, Section 2.2-3711 (a) 1) Personnel Matters.

Mrs. Wiley moved, seconded by Dr. Lee, to go into Closed Session, as recommended by Staff. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

In Re: Regular Session

Mrs. Wiley moved, seconded by Dr. Lee, to go into Regular Session. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

In Re: Certification of Closed Meeting – Resolution #WS-15-61

Mrs. Wiley moved, seconded by Mr. Vaughan, to adopt the following Resolution. A roll call vote was taken, as follows: Dr. Lee, aye; Mr. Vaughan, aye Mrs. Wiley, aye and Chairman Ferguson, aye.

**RESOLUTION #WS-15-61
CERTIFICATION OF CLOSED MEETING**

WHEREAS, the Greenville Water and Sewer Authority has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greenville County Water and Sewer Authority that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greenville County Water and Sewer Authority hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greenville County Water and Sewer Authority.

Chairman Ferguson recessed the meeting until the Conclusion of the Board of Supervisors Regular Session Meeting.

Chairman Ferguson reconvened the meeting in Open Session.

In Re: Approval of Agenda

Mr. Whittington stated that Staff recommended approval of the Agenda with one added legal item in Closed Session.

Dr. Lee moved, seconded by Mrs. Wiley, to approve the Agenda as amended. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

In Re: Approval of the Consent Agenda

Mr. Whittington stated that Staff recommended approval of the Consent Agenda.

Dr. Lee moved, seconded by Mrs. Wiley, to approve the Consent Agenda consisting of the following items. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

Minutes from the meeting of August 17, 2015

Budgetary Matters consisting of the following: Fund #001 – Journal Voucher #23, in the amount of \$29,529.00, Journal Voucher #24, in the amount of \$17,658.00, Budget Amendment Resolution #WS-15-62, in the amount of \$33,574.00, Budget Amendment Resolution #WS-15-63, in the amount of \$30,171.80 and Budget Amendment Resolution #WS-15-64, in the amount of \$8,807.10, all of which are incorporated herein by reference.

Warrants:

Approval of Accounts Payable for September 8, 2015, in the amount of \$137,928.02

Approval of Accounts Payables for the General Fund, in the amount of \$129,553.52

Approval of Accounts Payables for Special Projects, in the amount of \$8,374.50

Approval of Payroll for August 31, 2015, in the amount of \$93,082.65

In Re: Bid Award for Moonlight and Crescent Road Waterline Connector

Mr. James Warf addressed the Authority stating that the project was advertised and sent to the contractors on B&B Consultants bidder's list. He stated that three bids were received ranging from a high of \$49,087.00 to a low of \$29,610.00. He also stated that after review of all bids, Sam Carroll with B&B recommended awarding the project to Castle Heights in the amount of \$29,610.00. He further stated that Staff recommended authorizing the Director, Mr. Whittington, or his designee, to execute any and all documents relating to the projects.

Dr. Lee moved, seconded by Mrs. Wiley, to approve Staff's recommendations. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

In Re: Miscellaneous Matters

Mr. Whittington stated that the Staff Work Programs were prepared for the Authority's review and comments.

Chairman Ferguson asked if anyone had any questions. There were none.

There being no further business to discuss, Mrs. Wiley moved, seconded by Dr. Lee, to adjourn the meeting. Voting aye: Dr. Lee, Mr. Vaughan, Mrs. Wiley and Chairman Ferguson.

Michael W. Ferguson, Chairman
Greensville County Water and Sewer Authority